



Financial and Business Management System: The New Financial Assistance Portal

Deployment 2
US Department of the Interior



Portal Log-In Changes – Effective October 30th

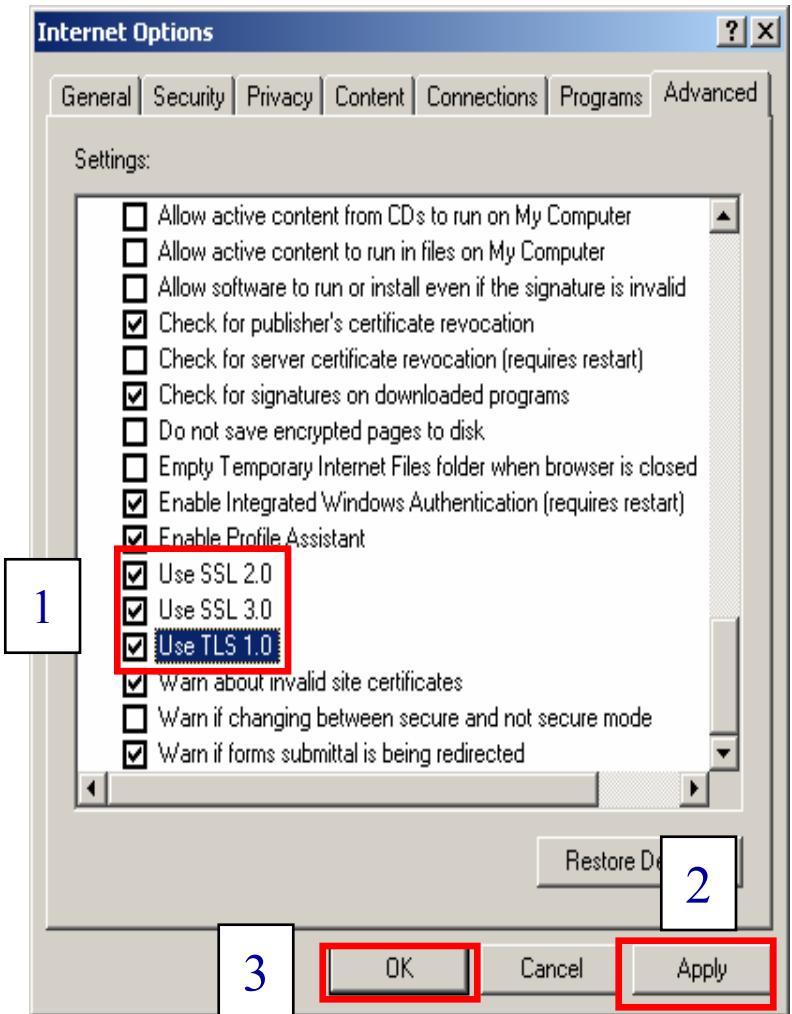
Effective October 30th the Portal Log-In process has changed for the better. The Financial Assistance portal is being merged with the FBMS portal in preparation for FBMS Go-Live!

- There are now fewer clicks!
- First, using the instructions on the next 4 pages, you must update the following computer settings:
 - Internet Browser security
 - Java (from your control panel)
- Then log-in to the new site at (<https://www.fbms.doi.gov>)
 - Before, you had to click a link at the top of an introductory FBMS page to get to the log-in screen with the buffalo.
 - Now you can log directly in through one main FBMS page which will also display news and other FBMS system information. Once you log-in, you will see FA links and other FA information.

To adjust your Internet Browser settings...

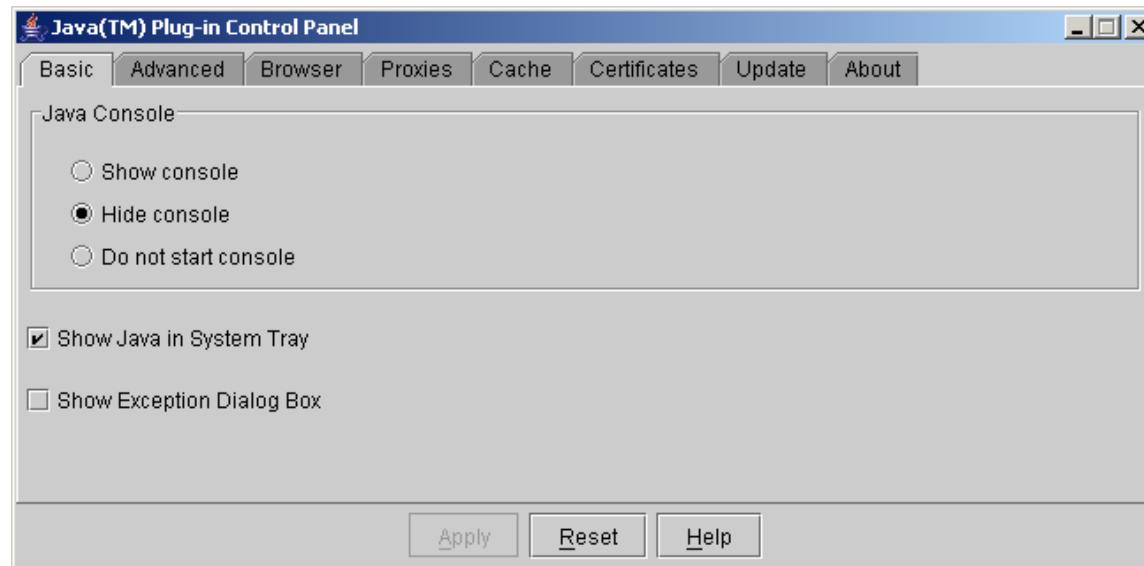
Click “Tools” on your Internet Browser Menu bar and select “Internet Options” from the dropdown.

- 1) Then Click the advanced tab and Scroll down until you reach the “Security” section. Click “Use SSL 2.0, Use SSL 3.0, and Use TLS 1.0.”
- 2) Click “Apply”
- 3) Click “OK”



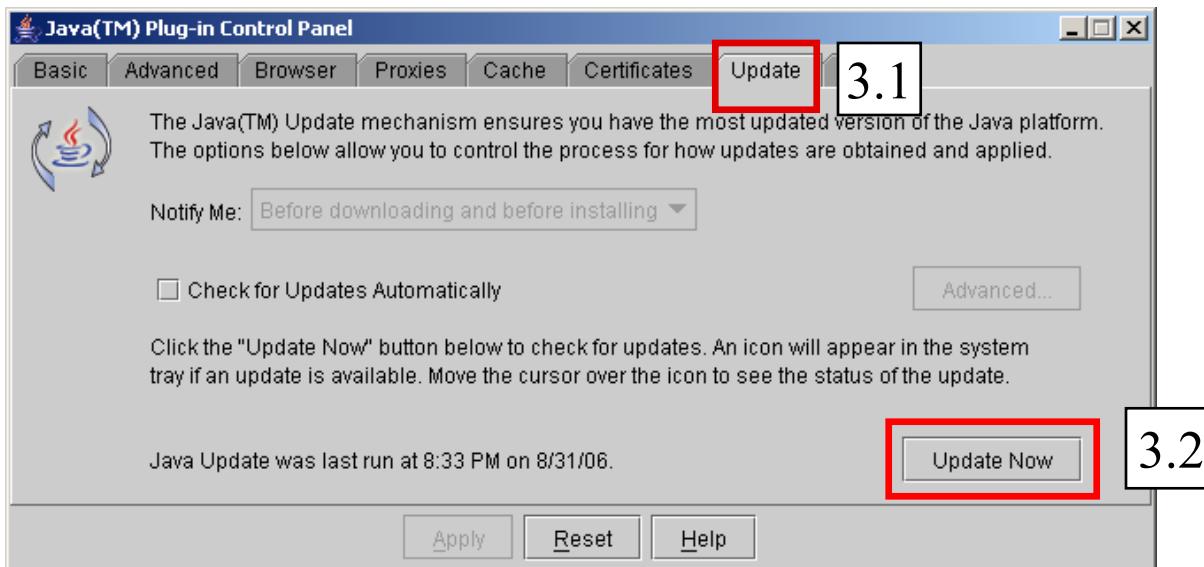
To adjust your Java settings...

- 1) Click your Windows “Start” button. Find and open “Control Panel”
- 2) Look for “Java” or “Java Plug-in”
- 3) If running Java 1.4.x; “Java Plug-in” in the control panel or see graphic, update java first. Otherwise proceed to step 4 (on page 6.)



Java Update

3.1) Click on the “Update” Tab



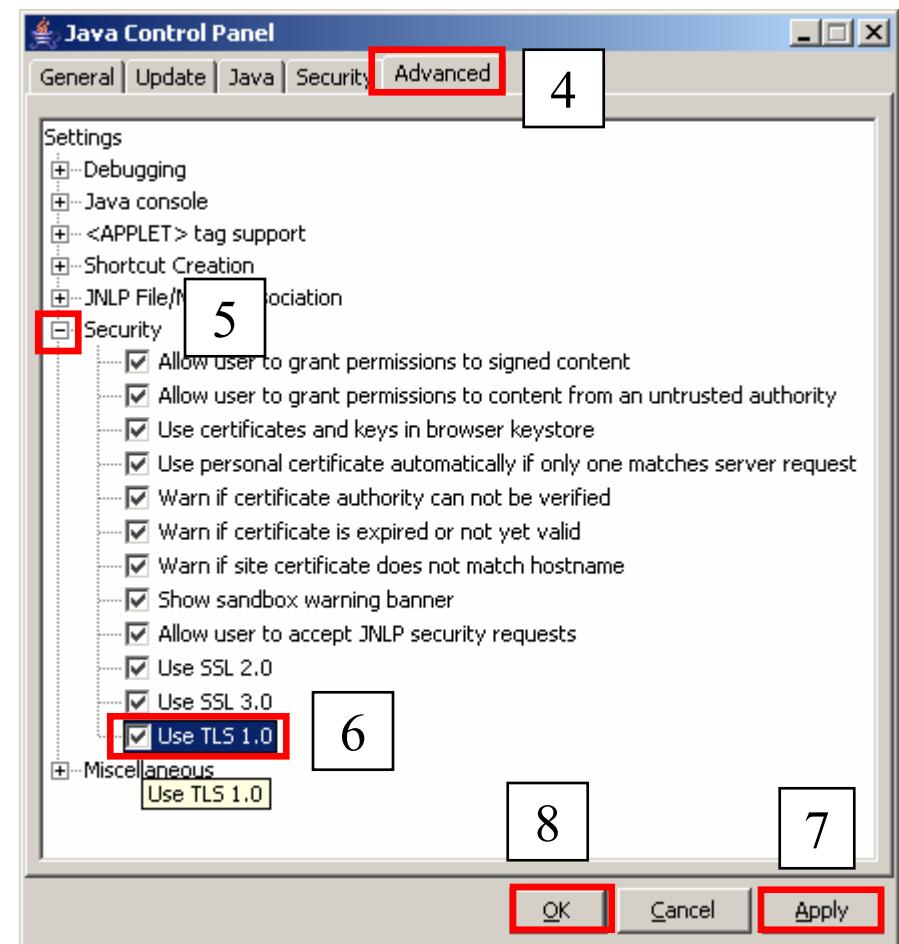
3.2) Click “Update Now”

3.3) Follow instructions for downloading and updating J2SE Runtime Environment 5.0

3.4) Go to your Start button again and re-open the Control Panel. Select “Java.”

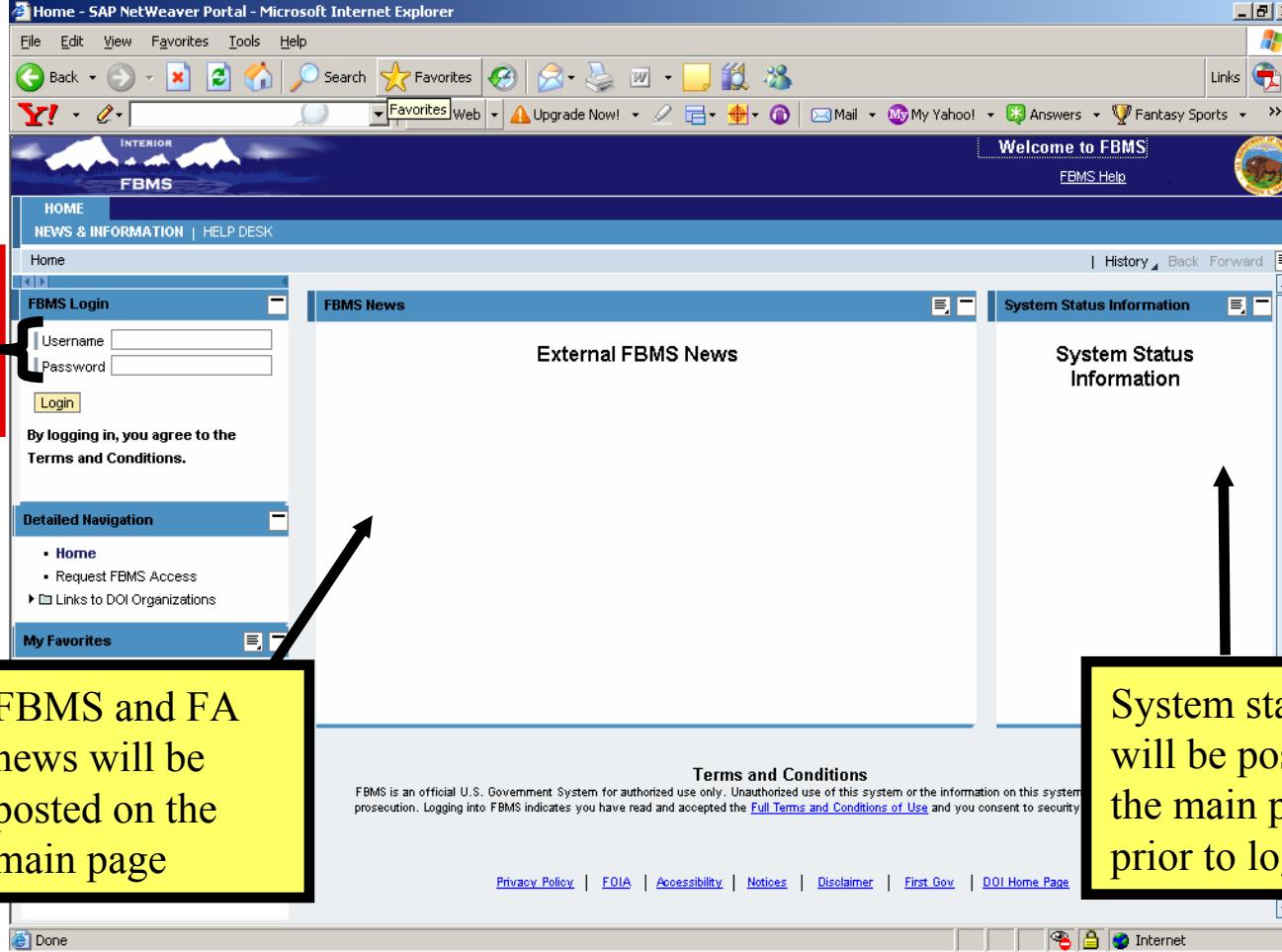
Java Update

- 4) Select “Advanced” Tab
- 5) Expand “Security” section
- 6) Check “Use TLS 1.0”
- 7) Click “Apply”
- 8) Click “OK”



External FA Users – Your New Main Page (Before Log-In)

Even before logging into FBMS, you will now see system status updates. In addition, you will see DOI and Government-wide FA links and content update information such as training materials.



The screenshot shows the SAP NetWeaver Portal interface in Microsoft Internet Explorer. The title bar reads "Home - SAP NetWeaver Portal - Microsoft Internet Explorer". The main content area displays the "Welcome to FBMS" page. On the left, there is a "FBMS Login" form with fields for "Username" and "Password" and a "Login" button. Below it, a message states "By logging in, you agree to the Terms and Conditions." A "Detailed Navigation" sidebar lists "Home", "Request FBMS Access", and "Links to DOI Organizations". A "My Favorites" section is also present. The central area contains "External FBMS News" and "System Status Information". At the bottom, there is a "Terms and Conditions" section with a note about unauthorized use and a link to the full terms and conditions. The bottom navigation bar includes links for Privacy Policy, FOIA, Accessibility, Notices, Disclaimer, First Gov, and DOI Home Page. A yellow callout box on the left says "Log-in from the main page, not a separate page". A yellow callout box at the bottom left says "FBMS and FA news will be posted on the main page". A yellow callout box on the right says "System status will be posted on the main page, prior to log-in".

External FA Users - Your New Home Page (After Log-In)



Once you log-in you will see FA launch and other FA links.

The screenshot shows a Microsoft Internet Explorer window displaying the FA Home - SAP NetWeaver Portal. The interface includes a toolbar, a menu bar (File, Edit, View, Favorites, Tools, Help), and a navigation bar with links like Y!, Search Web, Upgrade Now!, Mail, and My M... The main content area has a blue header "Welcome User External" with links for "FBMS Help" and "Log Off". The header also features the Interior FBMS logo. Below the header, there are three main sections:

- Detailed Navigation:** A sidebar with "FA Home" selected. A red box highlights the "Launch DOI FA" link under "Detailed Navigation".
- Government Wide FA Links:** A section listing "Central Contract Registration", "Catalog of Federal Domestic Assistance", and "ASAP Payment System".
- DOI FA Links:** A section listing "DOI Policies" and "DOI FA: Tips and Tricks".

A yellow callout box with a black border and arrow points to the "Launch DOI FA" link in the navigation sidebar, with the text "Launch DOI FA from detailed navigation". Another yellow callout box with a black border and arrow points to the "DOI FA Links" section, with the text "Access government-wide FA links from main content area". A third yellow callout box with a black border and arrow points to the "Grants.gov" section, with the text "Access DOI FA links (policy and training info) from main content area".

Below the main content area, the Grants.gov page is visible. It features the Grants.gov logo, a red alert message about downtime, and a "FOR APPLICANTS" section with "About Federal Grants" and "Get Registered" links. The page concludes with the tagline "Find. Apply. Succeed." and a note about electronic grant application.



Portal Log-In Changes - Summary

- **First, update your Internet Browser and Java Settings (see pages 3-6)**
- **Effective October 30th, log-in to the new site at (<https://www.fbms.doi.gov>)**
- **Check this site for the new links and information**
- **If you experience any problems, contact the FBMS Help Desk by phone or e-mail at:**

1-866-457-FBMS (3267) or FBMS_HelpDesk@nbc.gov

**FBMS Help Desk hours: Monday through Friday, 6:00 am EST
- 7:30 pm EST or 8:00 am MST – 5:30 pm MST**